

MEETING MINUTES

Trumbull Veterans & First Responders Building Committee

Zoom Meeting

Monday, June 22, 2020

Call to Order

The meeting was called to order by Chairman Ray Baldwin at 7:06 pm.

Pledge of Allegiance

Attendance:

Michael Lombardo
Ray Baldwin
Steve Lemoine
Dan Sacco
Preston Merritt
Bruce Silverstone
Mary Beth Thornton

Also Present:

Bill Chin, Town of Trumbull IT Director
Rina Bakalar, Town of Trumbull, Economic & Community Development Director
Sujata Wilcox, Grant Writer
Jim Nugent, Town of Trumbull Attorney
Kevin Bova, Town of Trumbull Purchasing Agent
USMC Roy Molgard, Commander of VFW
Ernie Foito, Commander of American Legion

Approval of Minutes from March 11, 2020 Meeting

Moved by Mr. Baldwin, seconded by Mr. Silverstone to approve the March 11, 2020 Meeting Minutes. **Vote: 7-0-0**

RFQ for Project Architect/Development of Questions

Kevin Bova gave an update on bid responses from architects and stated that Committee should look at their qualifications and narrow down to the top 3-4 bids. These are FOIable. Mr. Baldwin agreed that Committee should get down to 3 or 4 candidates to be interviewed and suggested that a scoring matrix be developed so that all members are judging on the same criteria and all are on the same page. Mr. Baldwin stated that an independent person should put together the questions. Mr. Merritt asked Mr. Bova to develop the judging criteria so we have a starting point.

During the discussion, Mr. Baldwin noted that he would also like to know the architects' experience working in and around town of Trumbull. Mr. Sacco reviewed the architects'

submissions and narrowed down his choices. Mr. Sacco found that only two architects actually took time to visit the site. Ms. Thornton agrees with Mr. Sacco and found it to be evident that only a few of the architects were actually interested in the project; the rest seemed to view this project as just another job. Ms. Bakalar said that the architect plays an active role and thus should be accessible to the local community. Chief Lombardo and Mr. Merritt agreed. Mr. Bova will work on developing questionnaire to same set of criteria so Committee members can do an evaluation based on common criteria. Then, as a group, the Committee will select the top 3 architects to interview. Mr. Lemoine comments _____ couldn't hear what he said.

Mr. Baldwin discussed the time frame of when Committee members can get to point where we can narrow down to 3 or 4 candidates. All Committee members will choose their top 3 architects and send choices to Mr. Baldwin by July 1. Mr. Bova will then share all these selections with all Committee members via email. On July 7 the Committee will meet to review the questionnaires, hold discussions and then choose the top 3 architects that they want to interview. An interview schedule and questions will then be developed.

Funding and Finance Plan Report

Discussion on funding and strategy to take place in Executive Session.

Moved by Mr. Baldwin, seconded by Mr. Lemoine to move into Executive Session starting at 7:36 pm. **Vote: 7-0-0**

Moved by Ms. Thornton, seconded by Mr. Lemoine to end Executive Session at 8:20 pm. **Vote: 7-0-0**

Moved by Ms. Thornton, seconded by Mr. Silverstone to adjourn the meeting at 8:20 pm. **Vote: 7-0-0**

Submitted by

Marisa Petriello

